



WST Application Checklist:

- Complete the CMTN Application and submit to Registration
- Once the CMTN Application is processed, the LEAP Coordinator will contact you
- Contact the Learning Specialist, at your local campus, to set up your Intake Placement (if applicable)
- Complete the Intake Interview with the LEAP Coordinator
- Complete the CMTN Release of Information form and email it to the LEAP Coordinator
- Complete the AUG (Adult Upgrading Grant) application and submit to the Financial Aid Officer at your local campus
- If applying for Band Funding, contact your sponsor early to meet funding deadlines
- Complete the CMTN Residence Application Form (if applicable) and submit to the Student Housing Coordinator

Helpful contacts and links:

LEAP Coordinator – Kimberly McIntyre, kmcintyre@coastmountaincollege.ca,
877-277-2288 ext 5393

LEAP Instructional Assistant – Ingrid Ross, ross@coastmountaincollege.ca,
877-277-2288 ext 5358

Accessibility Coordinator – Kezia Sinkewicz, ksinkewicz@coastmountaincollege.ca,
877-277-2288 ext 5496

Student Housing Coordinator – Veronica Chinchilla, vchinchilla@coastmountaincollege.ca,
877-277-2288 ext 5266

<https://catalogue.coastmountaincollege.ca/programs/workplace-skills-training/>

<https://www.coastmountaincollege.ca/student-services/financial-aid>